



# Washington Talking Book & Braille Library

## **TACTILE BRAILLE PROOFREADER**

The Washington Talking Book & Braille Library (WTBBL) builds community and provides equitable access to information and reading materials for Washington residents unable to read standard print. WTBBL has more than 200 volunteers working with us and we are proud of their passion to work in an organization that values and promotes diversity, equity, inclusion and anti-racism.

### **VOLUNTEER POSITION DESCRIPTION:**

The tactile braille proofreader partners with a sighted proofreading monitor to ensure that the braille version of a book matches the print version. The tactile braille proofreader reads the braille text aloud, while the proofreading monitor follows the print copy and listens closely to ensure accuracy while marking any corrections needed. All work is done onsite at WTBBL in downtown Seattle with free parking provided and all volunteers must present proof of the primary series of COVID vaccinations.

### **RESPONSIBILITIES:**

- Proofread braille material produced by WTBBL staff and volunteers for completeness and accuracy according to the rules of Unified English Braille (UEB).
- Identify errors and notify copy holder to mark the hard copy text with needed edits.

### **QUALIFICATIONS & SKILLS:**

- Demonstrate knowledge of literary braille code (UEB) and the rules of braille formatting by reading a short passage—details will be given when scheduling appointment.
- Assess suitability of transcriber-produced notes and formats.
- Strong attention to detail.
- Ability to work in a team and maintain a schedule to meet consistently.

### **TIME COMMITMENT:**

Minimum 2 hours weekly, Tuesday, Wednesday, or Friday between 10 a.m. and 4 p.m.

Go to <https://www.volgistics.com/appform/1427973300> to complete an application.

To learn more, please email: [wtbblvolunteer@sos.wa.gov](mailto:wtbblvolunteer@sos.wa.gov).